



BHD

MILWAUKEE COUNTY
Behavioral
Health
Division

myAvatar™

Tips and Tricks

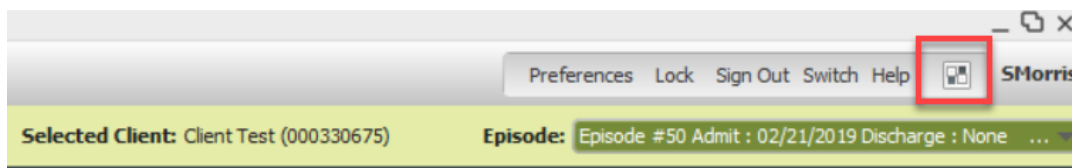


Consoles and Console Widgets

Guidelines and key points to remember to navigate new workflow consoles.

As part of the Systems Improvement Agreement, Corrective Action Plan B100-B101 for Avatar training, we have developed multiple new workflow consoles designed to optimize workflows and improve access to discipline specific forms. The consoles are designed as a tool to help you be more efficient in your review and documentation in the electronic health record.

- Console layout- Widgets on the console can be moved and arranged (customized) to best meet your needs. Click on the checkerboard icon at the top of the screen to access the customization window.



- Standard widgets on consoles- Each console includes the same standard widgets: My Clients, Forms & Data, Client Information, Progress Notes, and the Console Widget Viewer. Again, these can be rearranged or minimized to meet user need. Accessing other consoles is easy and will look and feel the same based on this standardization.
- Console Widget Viewer- the Console Widget Viewer provides quick access to information filed in the client's chart, without having to go to Chart View. Use the viewer to display the content of any form selected from widgets on the console. As with all consoles, the viewer can be undocked and maximized for viewing.

Important tips/points for a successful experience:

- ✚ When entering data, first select the appropriate client and then select the episode. The episode defaults to the most recently opened, which may not be the current inpatient episode.
- ✚ When reviewing data (and entering data) for non-episodic forms and scanned documents, choose **All Episodes** from the episode selection drop-down list to assure access to the appropriate form.
TIP- Click 'A' on your keyboard to quickly select All Episodes.



- Widget information can be sorted by clicking specific column headers in the widget. Click 'Form Description' to sort forms alphabetically; 'Episode' to sort by episode; and 'Date' to sort forms by date.

Action	Form Description	Episode	Date
View	IP Psychiatric/APNP Assessment	50	02/21/2019
View	IP Psychiatric/APNP Assessment	46	01/08/2019
View	(SAFE T) Suicide Assessment and Five Step Eval and Triage	46	01/14/2019
View	IP Psychiatric/Psychological Assessment	43	11/30/2018
View	IP Psychiatric/APNP Assessment	43	11/30/2018
View	(SAFE T) Suicide Assessment and Five Step Eval and Triage	43	11/30/2018

- The Inpatient Staff Console has been removed. Widgets formerly on the console (i.e., Psych Assessment Past Due, Seclusion and Restraint Orders...etc.) have been moved to the IP Psychiatry Console. Maximize/minimize the widgets and customize the console as needed.

The screenshot shows the IP Psychiatry console interface. The 'IP Psychiatry' tab is active. The console contains several widgets: 'Client Information' (showing client details for CLIENT TEST), 'IP Psychiatry Assessment' (a table of assessment forms), 'Progress Notes Test' (a table of progress notes), 'IP PSYCHIATRY CONSENTS' (a table of consent forms), 'ENTALA' (a table of entala forms), 'Diagnosis' (a table of diagnoses), 'IP PSYCHIATRY DISCHARGE' (a table of discharge forms), and 'Order Renewals' (a table of order renewals). The 'Order Renewals' widget is highlighted with a red box.

- The Inpatient Nursing Console has been renamed IP Nursing. The Order Notification and External Appointments Widgets formerly on the console have been incorporated into the new IP Nursing Console.

The screenshot shows the IP Nursing console interface. The 'IP Nursing' tab is active. The console contains several widgets: 'Client Information' (showing client details for NETSMART TESTING), 'Order Notification Widget' (a table of order notifications), and 'IP NURSING CONSENTS' (a table of nursing consent forms). The 'Order Notification Widget' is highlighted with a red box.

- Click the 'ALT' key (next to the space bar) to display a list of keyboard shortcuts for quick access to other consoles, widgets, and functions (e.g., click ALT + F to access the Client Demographic Info Console).

The screenshot shows the IP Nursing console interface with the keyboard shortcuts menu open. The 'ALT' key is highlighted, and a list of shortcuts is displayed. The shortcuts include: ALT + F (Client Demographic Info Console), ALT + N (Inpatient Nursing Console), ALT + P (IP Psychiatry Console), ALT + S (Social Work Console), ALT + O (PCS/OBS Psychiatry Console), ALT + U (PCS/OBS Nursing Console), ALT + V (Physical Medicine Console), ALT + W (Psychology Console), and ALT + M (MAR Console).